

**CITY OF WINTER GARDEN
DEVELOPMENT REVIEW COMMITTEE
MINUTES
JANUARY 09, 2008**

The Development Review Committee (*DRC*) of the City of Winter Garden, Florida, met in session on Wednesday, January 09, 2008 in the City Hall Commission Chamber.

CALL TO ORDER

Chairman Ed Williams called the meeting to order at 9:05 a.m. The roll was called and a quorum was declared present.

PRESENT

Voting Members: City Manager Mike Bollhoefer (*tie breaker*), Planning Director Ed Williams, Assistant City Manager Marshall Robertson, Utilities Director Charlie Tinch, Public Works Director Designee Don Cochran, City Engineer Art Miller, and Assistant City Engineer Mike Kelley.

Non-voting Attendees: Economic Development Director Dolores Key, Assistant City Attorney Dan Langley and City Attorney Kurt Ardaman.

Others: Executive Assistant to City Manager Andrea Vaughn, Planner Regina McGruder, and Planning Technician Lorena Blankenship.

Absent: Fire Marshall Tom Anderson.

1. APPROVAL OF MINUTES

Approval of minutes from regular meeting held December 26, 2007.

Motion by City Engineer Miller to approve the above minutes. Seconded by Utilities Director Tinch, the motion carried unanimously 6-0.

DRC BUSINESS

2. 12751 W. Colonial Drive (Quality Health Care Center), Parking Plan Expansion

Greg Hudak, Jim Harbilas, and Tarry Harbilas, applicants for the project were in attendance to discuss the Development Review Committee comments.

Comments included in the January 03, 2008 letter from **Planning and Zoning Department** were acknowledged and addressed. Discussion took place regarding comment # 1, the developer needs to provide a landscape plan that identifies grade, spacing, size and name of proposed landscape materials. Parking lot landscaping requires 1 canopy tree per every 10 spaces and no more than 12 spaces without a tree island.

Comments included in the December 26, 2007 memorandum from **City Engineer Miller** were acknowledged and addressed. Discussion took place in regards to comment # 3, stormwater will be reviewed separately by the City's Stormwater Engineer. The developer needs to provide outfall information for the new and existing ponds. Permits or exemption are required from SJRWMD, FDOT, since the project abuts S.R.50, and FDEP (NPDES) prior to construction.

Comments included in the December 20, 2007 memorandum from **Assistant City Engineer Kelley** (storm water issues) were acknowledged and addressed.

Motion by City Engineer Miller to have the applicant revise and resubmit the Parking Plan Expansion addressing all City Staff conditions (see attached) to the Planning and Zoning Department for another full DRC review cycle. Seconded by Utilities Director Tinch, the motion carried unanimously 6-0.

3. Oakland Commons PCD, PCD Site & Construction Plans

Farid Tawill, Alan Haughley, Mohammed Ardallam, Ryan Cunningham, and Jeffrey Haughley, applicants for the project were in attendance to discuss the Development Review Committee comments.

Comments included in the January 03, 2008 letter from **Planning and Zoning Department** were acknowledged and addressed. Discussion took place in regards to comment # 8, sidewalks are required for all internal walkways and building street frontage. Discussion took place in regards to comment # 3, dumpster location is not shown on the plans. Dumpsters will need to be buffered with large tall growing bushes

such as red tips and a masonry wall with appropriate landscaping. Dumpsters, landscaping, site lighting, etc. will be shown on the individual site plans that will need separate review and approval after the infrastructure is completed and the final plat recorded. Discussion took place regarding comment # 11, a 6' masonry wall is required in rear for lots abutting the residential parcels. The developer needs to provide wall details. A minimum 10' landscape buffer will also be required in the rear for the lots abutting the residential parcels. The developer stated that as an effort to save some large oak trees, they would like to provide a landscape buffer instead of a wall in the northeast portion of the property. Discussion took place regarding comment # 16, the proposed lot layout requires platting; the preliminary plat must be submitted concurrently with the site/construction plan.

Comments included in the December 26, 2007 memorandum from **City Engineer Miller** were acknowledged and addressed. Discussion took place regarding comment # 02; three access points onto S.R.50 are shown: one full access and two right-in, right-out only drives. Cross access is shown along the S.R. 50 frontage. A right turn deceleration lane shall be constructed for west bound traffic entering the site; left turn lane may be required; FDOT permits required for any work within the S.R.50 R/W. Mr. Miller asked the applicants to provide City Staff with copies of the DOT plans showing the cross sections and sidewalks to see what their final widening will be in relation to the entrances at the three access points. Discussion took place in regards to comment # 4, the layout will require platting pursuant to the City's Subdivision requirements (Chapter 110). The developer must designate what will be private or public rights-of-way, common areas, etc. Discussion took place in regards to comment # 6, the streets shall be indicated as private streets, meeting all City standards. Streets shall be maintained by the POA. Discussion took place in regards to comment # 8, developer needs to provide a dead-end manhole at the sanitary terminus at the northwest corner of Lot 8; minimum 5' depth required. All sanitary manholes shall have a minimum 5' depth. Discussion took place regarding comment # 13, pond maintenance berms shall be 10' minimum width, no steeper than 1:10 slope.

Comments included in the December 17, 2007 memorandum from **Assistant City Engineer Kelley** (stormwater issues) were acknowledged and addressed. Discussion took place regarding comment # 8, there appears to be an area off-site north of wetland 3 that is draining towards this project; the developer needs to accommodate all off-site drainage and provide revised drainage calculations that include the off-site area. Emphasis was placed regarding comment # 11, the developer must provide detailed calculations of how the post-developed Tc (Time of Concentration) was obtained/calculated. The post Tc appears to be too high; the developer needs to provide an exhibit demonstrating the Tc path.

Comments included in the December 27, 2007 memorandum from the **Fire Department** were acknowledged.

Motion by City Engineer Miller to have the applicant resubmit revised PCD Site and Construction Plans addressing all City Staff conditions (see attached) to the Planning and Zoning Department. The developer will meet with City Staff Wednesday January 16, 2008. Seconded by Public Works Director Cochran, the motion carried unanimously 6-0.

ADJOURNMENT

There being no more business to discuss, the meeting was adjourned at 10:11 a.m.

APPROVED:

ATTEST:

Chairman Edward Williams

Planning Technician Lorena Blankenship